

DDA SUBJECT FILE COPY



13 September 1988

MEMORANDUM FOR: Director of Public Affairs
VIA: Deputy Director for Administration
SUBJECT: Motor Pool Service
REFERENCE: Memo for DDA from D/PAO, dated 8 Sep 88, Same Subject

1. The DDA referred your note of 8 September to me regarding our Motor Pool's failure to pick you up at the designated point. As indicated by you, the driver misread the dispatch order and went to the dropoff point rather than the pickup point. I apologize on behalf of the Office of Logistics for this error, and I wish to assure you we are taking every possible precaution to prevent such an incident from happening again.

2. If you have any suggestions for improvement in our motor pool service, please give me a call.

STAT



John M. Ray

cc: AO/DCI
C/FMD/OL

45-7

OL 0116-88



Log 5-9-AR

SUBJECT: Motor Pool Service

STAT

O-DL/JMRAY:mgk. (13 SEP 88)

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8 September 1988

MEMORANDUM FOR: Deputy Director for Administration/ *Rue*
THROUGH : AO/DCI/ *✓*
FROM : William M. Baker
Director, Public Affairs
SUBJECT : Motor Pool Service

Normally I am most appreciative of the service provided by our motor pool and on many occasions they have assisted me in keeping downtown appointments. The positive put aside, I must call to your attention a situation which occurred on 9/7/88. In order to keep a downtown appointment at noon I left a DCI briefing early only to find no car and after two telephone calls to my secretary and some 25 minutes, I determined that the requested ride misread the dispatch order and went to my point of dropoff rather than my point of pickup outside the main entrance of CIA.

This inconvenience was not small and prevented me from keeping an appointment.

STAT


William M. Baker